

STRATA PLAN NW 2050  
Strata Council Meeting  
Thursday, April 30, 2020  
Minutes

**1. PRESENT:** Gordon Farrell                      Joanne Parkinson  
                    Carole Borthwick                      Murray Thompson  
                    Linda McLaren                      Audrey Montero  
                    Lindsay Armstrong

**REGRETS:**              Cyrus Pun

**2. CALL TO ORDER:**              6:50 pm

**3. ADOPTION OF MINUTES**

March 25, 2020 Council Meeting Minutes approved by email.  
Council voted via email to hold the Monthly Council Meeting on  
Thursday, April 30, 2020 via Zoom.

**4. COMMITTEE REPORTS**

**4.1 Social**

No reports at the moment.

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## **4.2 Grounds and Gardening**

### **4.2.1 Landscaping**

During the month of April 2020, Yamato Landscaping Inc. started with regular mowing as well as the cleanup of flower beds. The regular cleaning and maintenance continues but with a smaller crew due to COVI19 protocol in the workplace.

A team from Bartlett Tree Experts were on site last Thursday, April 23, 2020. They applied boost British Columbia 30-0-10 and Fortiphite to the Douglas Fir located at the entry drive way from Minoru. They also performed a natural pruning of the cherry tree in the southeast corner of Building A 7511, the cherry tree at the north side of Building B 7531, and the plum tree at the side of Building B 7531. Other trees getting the same or similar treatment were: Cherry at Southeast corner Building A 7511, the north side and the west side of Building B 753, the Deador Cedar by the pool area, two Cedars on the north side of Building C 7651, two Birches northeast corner of Building C 7651 and Mountain Ash on the right side of the driveway entrance. All of them were pruned with the goal of developing branch structure, providing clearance from the buildings, and improving appearance and light penetration to understory plants.

Bartlett Tree Experts were on site on Friday, April 17, 2020 to apply the first spray treatment to three trees in front of Building A to kill caterpillars that eat the flowers and leaves of the plants.

The removal of the small bushes in the visitor parking area and Building D has been scheduled for next Tuesday, May 5, 2020 from 12:30 to 5:00 pm. We kindly request that you move your car on May 5, 2020 for the landscapers to work around that area without inconvenience or the possibility of car damage.

Select Sprinklers de-winterized and tested the sprinkler system on April 29, 2020 so it is ready for the season.

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### 4.3 Fire & Security – Block Watch

Richmond Block Watch is now on Facebook

Please click on this link [www.facebook.com/richmondblockwatch](https://www.facebook.com/richmondblockwatch) and like our page to keep up with all the goings on here at Richmond Block Watch.

Sitka Fire Protection Inc. replaced two defective 12V 360W emergency light packs. The emergency light packs are responsible for powering the emergency lights when there is a power outage.



### 4.4 Maintenance

**4.4.1** As more residents are at home during this pandemic, we have noticed an increase of refuse in the garbage bin as well as recyclable items in the recycling bins. Kindly remember to flatten your cardboard boxes. Recycling items should only be disposed of in the proper bins. **No plastic bags** should be in any of the bins, with the exception of the garbage bin. Council has allocated a paper bag where you can dispose of

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the plastic bags you use to take your recycling items down to the garbage room.

The recycling bins get emptied every Thursday morning. If you see that the bins are already full, please wait until the bins get emptied to get rid of your recycling.

- 4.4.2.** Kindly remember to keep the compost bins closed at all times. Remember to bring gloves with you if you don't want to touch the bins. Safety first at all times. Keeping the compost bins closed prevents odours from escaping and attracting animals. Thank you for your cooperation.



We would remind residents of NW2050 that unwanted items can be taken to the recycling depot: City of Richmond Recycling at 5555 Lynas Lane, Richmond BC V7C 1A4, Telephone number: 604-276-4010. Hours of operation Tuesday to Sunday 9 a.m. to 6:15 p.m.

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Kindly note that taking the unwanted items to the recycling depot is **free of charge**, while leaving unwanted items around our Strata Property may result in a monetary fine.

**4.4.3.** The cracked recycle bin has been replaced with a new one.



**4.4.4.** A special thanks to SL27 for helping with the running of the website. SL27 makes sure that after each Council Meeting Minutes the information goes online:  
<http://www3.telus.net/public/nw2050/>

**4.4.5** For the third time, a door has been kicked-in and broken. Someone kicked the door leading into the locker room so hard that it cracked the door jamb and dislodged the latch plate. See photo below. The repair bill will be over \$400.00.

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- 4.4.6** Corona Plumbing & Heating Ltd., investigated the water showing up on the dining room floor of SL37. Corona was able to trace the water to a cracked expansion loop on the hot water riser serving SL37 and the suite above. Water shut off was required for the repair and the replacement of the hot and cold expansion loop on the riser.
- 4.4.7** Corona Plumbing & Heating Ltd., will schedule work in Building A 7511 on the first-floor hallway. It requires the shut off of the cold and hot water while the repairs are being done. Building A will be notified of the date and time when Corona is ready to schedule the job.

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**4.4.8** An Assured Environmental Solution (Pest Control) technician was on site on April 22, 2020. The technician inspected the area using a 40 ft. ladder and from the rooftop. He installed a one-way door and covered up entry points. SL103 & SL99 have been hearing noises of squirrels running back and forth overhead and observed squirrels peering out from loosened soffit panels on their balconies.

**4.4.9** There are still raccoons around Strata NW2050. It could be that there is a food source close by or a comfortable habitat for them to live in. Please refrain from leaving food out for the rabbits such as lettuce, carrots and other vegetables as it attracts rodents.

#### **4.5 Shared Facilities**

##### **4.5.1 Games Room**

##### **4.5.2 Lounge**

##### **4.5.3 Exercise Room**

##### **4.5.4 Pool**

Council voted to have Imperial Paddock Pools Ltd. drain the pool so that it can be cleaned, repaired and properly measured in accordance with the City of Richmond Environmental Health Officer Michael Wu.

#### **IMPORTANT NOTICE**

In response to COVID-19, all Cypress Point facilities will be closed until further notice. Council will be following the guidelines set out by the Provincial Health Authority as to when our Shared Facilities can be re-opened.

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#### **4.6 Bylaws**

Council would like to invite you to visit the Cypress Point website:  
<http://www3.telus.net/public/nw2050/> under Bylaws NW2050  
Bylaws Dec 04, 2018.pdf

If you prefer to have a hard copy of the bylaws, you will be able to print a copy for yourself

#### **5. NEW BUSINESS**

- 5.1** The noise on the roof of Building C heard by SL98 most probably was because one of the whirlybirds was out of alignment which caused a vibrating noise. It has been stabilized but requires a closer look and possible repair.
- 5.2** We are in the process of reaching out to alternative insurance brokers for quotes as we received an email on April 29, 2020 from our insurance company, HUB, saying that they are having difficulty filling the capacity needed to offer us annual renewal terms for our insurance policy. It is beyond our control, as our buildings is 37 years old and it puts us in an unfavorable category. They have given us an extension for a month at a cost of \$11,760.
- 5.3** Council would like to thank SL24 for the generous initiative to do the deep cleaning of the elevator floor in Building A 7511.
- 5.4** Kindly check to make sure you have all of your belongings before leaving the laundry room. Items left in the laundry room which are not claimed within 48 hours will be donated or disposed of.
- 5.5** Telus installed a free WIFI connection for visitors or owners when they are in the lobby of Building A. This new interface doesn't require you to sign in. You will be directly connected to the internet. #TELUS is the network. If you require further assistance kindly email the office: [nw2050@telus.net](mailto:nw2050@telus.net).



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- 5.6** New **NO PLASTIC BAGS** stickers have been placed on the recycling bins. The City of Richmond is requesting that we keep a close eye on plastic bags which should not be part of the recycling items. Thank you for your cooperation.
- 5.7** Kindly note that when you turn on your bathroom fan your neighbours most likely can hear it. Please do not leave your fan running the whole night or for long hours.
- 5.8** A window replacement will be taking place on Tuesday, May, 5<sup>th</sup>, 2020 on the south side of Building B. Please be aware that there may be a ladder truck parked in the driveway so take care when approaching or driving out of the Building B or C parkades.

## **6. OLD BUSINESS**

### **6.1 Regarding the un-remediated sections of Building B and Building C:**

We have received a draft report from Read Jones Christoffersen Ltd. (RJC) after they conducted a building envelope review of the un-remediated bay windows at the north and west elevations of Building B and the south and west elevations of Building C.

RJC conducted exterior exploratory reviews of nine bay window systems across the north and west elevations of Building B and the south and west elevations of Building C. RJC also did reviews of interior recesses consisting of 6 exploratory cores in various units in Building B and 3 exploratory cores in various units in Building C.

RJC's report noted that, "generally, the building enclosures reviewed appeared to be in fair condition with some areas of the bay window frames and exterior trim being in poor condition. Deterioration of the underlying framing was limited at this time, but there was some evidence of moisture ingress in the form of

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water staining on the plywood sheathing starting to occur. If left unattended, moisture ingress will likely increase and can lead to structural deterioration of the underlying framing.”

In summary, RJC recommends “that the windows be replaced in the next two years to mitigate moisture ingress and to improve occupant comfort.”

RJC proposed two options which Council will review, clarify and present to owners once the final report has been received.

- 6.2** There has been an increase of items stored on balconies or resting on and hanging from parapet walls, balcony railings and on flashings. An infraction notice in accordance with NW2050 Bylaws noted below, will be issued if the items pictured are not removed.

**Safety and Security**

**4.17** A resident must not allow anything to rest on or hang from, parapet walls, balcony railings or flashings.

**4.19** A resident must not allow anything to be stored on, used on or seen from, any patio, balcony or roof top deck except for:

- (a) plants or plant containers**
- (b) patio furniture, not including hot tubs or inflatable pools**
- (c) one CSA-approved electric or propane barbecue, or**
- (d) from 1st December to 15th January only, seasonal lights**

The plants and plant containers allowed by bylaw 4.19(a) must not result in an added load of more than 85 lb/ft<sup>2</sup> averaged over the area under the containers, or 10 lb/ft<sup>2</sup> averaged over the entire area of a roof top deck or balcony.

Items allowed by bylaw 4.17 must not damage the surface on which they rest or are used.

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The restrictions in this bylaw are to protect the building structure and the external appearance of the building.

The added load restrictions are required to avoid overloading the building structure, which under the Building Code at the time of construction, did not include allowance for added dead loads. The strata corporation has been advised that limiting soil depths in plant containers to 24" will in normal cases limit added dead loads to less than those specified in the bylaw. However, this is only a guideline, and soil depth, containers or plants must be changed if the added loads specified are found to be exceeded.

Other items prohibited for dead load or appearance reasons include: boxes, luggage, bicycles, fences, screens, garbage, laundry, flags or signs.



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Potted plants or any items of any kind cannot be sitting on balcony railings or edges as there is a danger of them falling and striking people that may be living or working below.

## **7. CORRESPONDENCE**

### **Incoming:**

**SL87** Complaining of a heavy smoke odor coming into their suite from a neighbour who smokes.

**SL131** Presenting renovation plans for approval.

**SL19** Presenting renovation plans for approval. Asked if a lower grade of sound proofing could be used as the suite is on the first floor. Council voted against it. Owners must use IIC74 STC73.

**SL84** complaining of neighbour's noise. **Loud music**

**SL15** Asking a question about neighbour's noise. Trying to understand what was behind the constant noise coming from the suite above and if that could change.

### **Outgoing:**

**SL95** A reminder of the bylaw regarding noise in the Strata.

**SL53** A reminder of the bylaw regarding noise in the Strata.

**SL76** A reminder of the smoking bylaws and the inconvenience for the neighbors.

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**8. FINANCIALS**

Council approved transferring the balances from the Fire Insurance Account \$8,067.36 and the Special Levy Account \$6,072.46 for a total of \$14,139.82 into the Contingency Reserve Fund. The transfer means these two accounts are closed. The information will be reflected in the March financials.

- a) Accounts Receivable as of April, 2020.  
No new information reported from CrossRoads for the month of April.
- b) Woodridge Shared Facility financials were received for January & February 2020.
- c) Fund overview as January 31, 2020 and February 29, 2020.

	<b>January 2020</b>	<b>February 2020</b>
Contingency Fund	364,110.08	369,577.80
Special Levy Fund	6,085.10	6,096.95
Special Carpet Levy	1,182.43	56,194.11
Repiping Fund	50,289.65	50,591.47
Exterior Building Fund	39,078.36	39,989.38
Future Remediation Fund	494,102.37	502,578.78
<b>Total Funds</b>	<b>954,847.99</b>	<b>1,025,028.49</b>
Current Year Surplus	<u>4,980.40</u>	<u>12,148.72</u>
CRF Total	959,828.39	1,037,177.21

**9. MEETING ADJOURNED:** 8:00 pm

**10. NEXT MEETING:** May 27, 2020